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HOSPICE AND PALLIATIVE CARE ADVISORY COMMITTEE MEETING

APPROVED MEETING MINUTES

November 12, 2015 - 10:30 a.m. – 12:30 p.m.

Video conference locations:

525 W. Jefferson, 4th Floor, Springfield
122 S. Michigan Ave, 7th Floor, Room 711, Chicago

Members Present: Rick Kasper, Mary Runge, Nancy Flowers, Daniel Holste, Ronda Dudley, Aimee Isham, and Marijo Letizia (Telephonic)

Members Absent: David Lockhart, MD, Ronette McCarthy, and Kim Pieczynski

Department Staff: Sarah Ross-Williams, Siji Varghese, Ginnie Pribble, Karen Senger, Karon McGrath and Elaine Huddleston

Interested Parties/Guests: Linda Breen

Call to Order

The meeting was called to order at 10:35 a.m. Committee members, guests and Department staff was asked to introduce themselves.

Board members were asked to review the draft minutes from February 9, 2015 and August 13, 2015 meetings. Some minor corrections were noted, however, because of a scheduling conflict with the Bellwood location, Board Member Marijo Letizia was only able to attend telephonic. A quorum was not met and no new business or approval of the meeting minutes was voted on and will be carried over to the next meeting scheduled for February 8, 2016.

OLD BUSINESS

Proposed Training needs for Surveyors of LTC and Hospice Programs

Board Member Ronda Dudley presented this information to the Board in regards to propose Hospice training for Surveyors of LTC and Hospice Programs in LTC Facilities. Ms. Dudley stated that she has been working with Connie Jensen for tentative dates and approximate time needed so she can take this information back to the Hospice Facilities to facilitate a few speakers for the proposed training. Karen Senger asked the Board what are some key topics that this Board would like to take to the LTC Board.

Board Members discussed and agreed would like to specifically talk about two topics as to the New Nursing Home regulations for Hospice Facilities in Nursing Homes, and regulations of anti-psychotic medications for Hospice patients in Nursing Home Facilities. Board Members were asked to recommend and submit suggestion of possible speakers and their contact information to Karen Senger. The Department will reach out to Connie Jensen and Mary Runge to coordinate tentative dates for Nursing Home Surveyors and Hospice Facilities in LTC Facilities on proposed training.

NEW BUSINESS

List of Current Members and Membership Updates

Karen Senger mentioned that the Board was previously given an address/contact list of Board members for informational purposes. The Board was asked to continue to contact Elaine Huddleston with any corrections or updates to this information so that the Department has the most accurate information to share with Board members.

The Board currently has two vacant positions. One is with the Department of Aging (DOA), and the other is for the general public category. The Department is waiting on a recommendation from DOA; however, their Division is currently undergoing restructuring. Board members were asked if anyone knew of a possible replacement for the General Public category to notify the Department with contact information so an application and information could be sent to them. The Board was also reminded that any recommendation of a nominee must be specific to the category to be able to fill the vacancy.

Board Member, Mary Runge addressed the Board that she would be resigning her position from the Board. Ms. Senger congratulated Ms. Runge on her many years of dedicated service on the Board and that the Department wished her well in her future endeavors. Karen Senger asked Ms. Runge to send a written formal letter via email with the effective date of her resignation, and if possible, to list a nominee for replacement for her position to herself or Elaine Huddleston.

Medication Administration to Hospice Patients Letter

Karen Senger presented this topic to the Board. A draft copy of the “Dear Hospice Letter” was given to the Board with some minor revisions for review, and asked Board members to either e-mail or send to her any comments and suggestions. Ms. Senger commented that a copy of the letter will be sent out to all Hospice Facilities licensed in the State of Illinois to help re-educate Health Care Workers in regards to medicine administration. Board Member, Rick Kasper suggested that a copy of the letter be sent to Home Services Facilities as well. Karen Senger stated that she will need to make some minor revisions to this letter to address the Home Service/Home Nursing Agencies side. Karen Senger stated that the letter is kind of long and lengthy, but covers a lot of information that explains and defines the roles of medication administration to Hospice patients from family members and Nurses to share with the Hospices facilities. Board Members agreed the letter contained important information and was a good reinforcement to pass onto other facilities to help re-educate Home Service/Home Nursing Agencies and Health Care Workers.

Other Comments

Board Member, Mary Runge shared with the Board on the eight day rule with Medicaid. Ms. Runge further commented working on changing the state manual to match the Rules has not been easy task as there have been no changes because of the Medicaid Law. The issue at hand is trying to change the State Medicaid Law to extend or mirror the Medicare Rules.

Guest, Linda Breen from Telligen asked to address the Board even if she is not a member. The Board granted her permission to speak on her topic. Ms. Breen is in a four year contract for Quality Improvement Organization (QIO) from Iowa. She is currently working on a project with Blue Cross and with ten Hospice facilities that assists with Palliative Care. The project currently will assist with HHA/Hospice/Hospital to help link or bridge the gap on post-acute care. Ms. Breen stated that she would like to attend future Board meetings to follow with the Boards discussions to help get some insight.

Karen Senger commented on hospice grant monies that are available for the Board's usage. The Board was asked to come up with some ideas and ways that the Board could use the money. One example, mentioned would be toward educational purposes to help promote education to the industry. Karen Senger commented that she would further research this information more and bring back to the next board meeting.

Karen Senger updated the Board in regards to the new regulation (IMPACT Act 2014) from Centers for Medicare and Medicaid Service (CMS) that mandates a new survey cycle for Hospice Facilities to be surveyed no less than every 36 months (3 years). The Board was informed that due to the loss of IDPH Staff, the Department has asked CMS for assistance to conduct these surveys. The Department asked for five (5) Federal Surveyors with CMS, but was only granted and approved for three (3) CMS Federal Surveyors to help assist in meeting this new regulation. The Department has met their quote for this year (2016); however, with the help from CMS, the Department would be able to stay on track to meet the CMS mandated new survey cycle and conduct annual surveys every three years by 2018.

Future Meeting Dates for 2016

Board Members were given a copy of the future meeting dates for 2016 and were instructed that the meeting dates are also posted to the Department's website calendar. The next scheduled meeting for this board will be February 8, 2016 at all three conference Room locations in Springfield, Chicago, and Bellwood.

The future meeting dates for 2016 are listed below:

- February 8, 2016 • 10:30 a.m.
- May 12, 2016 • 10:30 a.m.
- August 11, 2016 • 10:30 a.m.
- November 10, 2016 • 10:30 a.m.

Meeting Adjourned: 11:20 a.m.